

## How to Use the No.2 Heating Oil Contract

Contract #: ENE34	Contract Duration: 10/01/14 – 09/30/15
MMARS #: ENE34*	Options to renew: None
Contract Manager: Jim Ferri - 617-720-3168 <a href="mailto:James.Ferri@state.ma.us">James.Ferri@state.ma.us</a>	
Last change date: 09/29/14	

### Contract Summary

This contract is for the purchase and delivery of No.2 Heating Fuel. Bio-heat is available in Zones 1, 2 and Zone 3 for will-call only with a minimum 500 gallon delivery. This is not a fixed-price contract; it is an indexed price contract. Price changes daily. See pricing and buying details below. New Entities wishing to participate in this contract must make arrangements with the appropriate awarded vendor prior to October to be included in the upcoming heating season and must remain with the vendor for the duration of the heating season (Oct-Mar). Vendors have been directed to request this commitment in writing. After October, new entities are added at the discretion of the vendor.

### Benefits and Cost Savings

- Competitive Pricing
- Qualified and Experienced Vendor(s)
- Prompt Pay Discount
- Lower differential pricing for the purchase of 8,000 gallons or more

### Who Can Use This Contract?

**Applicable Procurement Law:** MGL c. 7, § 22; c. 30, § 51, § 52; 801 CMR 21.00

#### Eligible Entities:

01. Cities, towns, districts, counties and other political subdivisions
02. Executive, Legislative and Judicial Branches, including all Departments and elected offices therein;
03. Independent public authorities, commissions and quasi-public agencies
04. Local public libraries, public school districts and charter schools;
05. Public Hospitals, owned by the Commonwealth;
06. Public institutions of high education
07. Non-profit, UFR-certified organizations that are doing business with the Commonwealth;
08. Other states and territories with no prior approval by the State Purchasing Agent required; and
09. Other entities when designated in writing by the State Purchasing Agent.

## How to use the contract

Check the Zone listing (on page 5) to determine the city or town where you will have the No.2 Heating Oil delivered. Contact the vendor responsible for that Zone to discuss locations, account requirements and arrange for delivery. The contract covers eight zones across the state. Each zone has one awarded contractor. These contractors are responsible for servicing the eligible users within that zone.

## Pricing and Purchase Options

**Purchase Options:** Purchases made through this contract will be direct, outright purchases.

### **Pricing and buying details:**

Contract ENE34 calls for the delivery of No.2 Heating Oil to be purchased at a fixed differential price to be applied to the average of the high and low wholesale Boston Price as published daily in the Journal of Commerce.

Total Price per Gallon = Daily Commodity Price + Applicable Differential Price  
(Additional taxes and federal environmental fees to be billed as separate line items on invoices)

### **Verifying the Commodity Price:**

The Procedure for verifying the Daily Commodity Price on the Internet is as follows:

- Go to [www.commbuys.com](http://www.commbuys.com)
- Click on "Contract & Bid Search" on the log-in page, OR the magnifying glass if you've logged on (upper right of screen)
- Click the button for Contracts/Blankets or pull-down to Contract/Blankets if you used the magnifying glass (more fields will then pop up for an advanced search)
- In the Contract/Blanket Description field, type in the OSD contract number (ENEFY15)
- In the Type Code field, pull down to "Statewide Contract".
- Then click "Find It" (note: hitting Enter won't work, you have to click Find It)
- The system will then return files for the statewide contract and all associated vendor contracts. The most current version of the statewide MBPO (contract) shows "vCurrent" attached to the name.
- Click on the vCurrent
- Under attachments open the file for the date you would like to view

The Less Than Truckload Differential pricing is applicable for all deliveries under 8,000 gallons. The Truckload Differential Pricing is applicable for deliveries of 8,000 gallons or more. Pricing Effective 10/01/14.

Zone	Vendor	Prompt Payment Discount (PPD)	LessThan Truckload Differential	Truckload (8,000 +) Differential
1	East Coast Petroleum	1.0 - 10 Days	.1187	.0479
2	Global Montello	.25 – 10 Days	.1709	.0437
3	East Coast Petroleum	1.0 – 10 Days	.1939	.0479
4	Peterson Oil	.25 – 10 Days	.3500	.0775
5	Global Montello	.25 – 10 Days	.1513	.0487
6	East River Energy	.0013 – 10 Days	.1744	.0699
7	F.L. Roberts	N/A	.2970	.1989
8	Global Montello	.25 – 10 Days	.3374	.0974

**Bio-Heat (An EPP Product) is available for Zones 1, 2, 3 for Will Call Accounts only with a minimum delivery of 500 gallons.**

Zone	Vendor	PPD	B5 Bio-Heat Diff.
1	East Coast Petroleum	1.0 – 10 Days	.1939
2	Global Montello	.25 – 10 Days	.1709
3	East Coast Petroleum	1.0 – 10 Days	.2139

The following additional taxes and federal environmental fees to be billed as separate line items on invoices:

- Federal Leaking Underground Storage Tank (LUST): \$.001 per gallon
- Federal Oil Spill Liability Trust Fund: \$.0019 per gallon
- Massachusetts Uniform Oil Response Fee: \$.00119 per gallon
- NORA Fee: \$0.0020 per gallon (new 10/01/14)

## Vendor List and Contract information

### Vendor Contact Information

#### Zone 1, 3

Company: East Coast Petroleum  
Address: 1185 Turnpike Street, Stoughton, MA 02072-1160  
Contact: Vincent Meglio  
Phone-Business Hours: (800) 649-0550  
Fax: (781) 297-7011  
E-mail: [VincentM@EastCoastPetroleum.com](mailto:VincentM@EastCoastPetroleum.com)  
After Hours Contact: Vincent Meglio  
After Hours Phone: (781) 297-7030

#### Zone 2, 5 & 8

Company: Global Montello  
Address: 800 South Street, Waltham, MA. 02254-9161  
Contact: Kevin Young  
Phone-Business Hours: (781) 398-4259  
Fax: (781) 398-4164  
E-mail: [kyoung@globalp.com](mailto:kyoung@globalp.com)  
After Hours Contact: Craig Hess  
After Hours Phone: (617) 660-1100

#### Zone 4

Company: Peterson Oil Service Inc.  
Address: 75 Crescent Street, Worcester, MA. 01605  
Contact: Wendy A Renzi  
Phone-Business Hours: (508) 368-1000  
Fax: (508) 368-1159  
E-mail: [wrenzi@petersonoil.com](mailto:wrenzi@petersonoil.com)  
After Hours Contact: Howard Peterson  
After Hours Phone: (508) 368-1000/ (508) 688-4728

#### Zone 6

Company: East River Energy  
Address: 401 Soundview Road, Guilford, CT. 06437-0388  
Contact: Colleen Canestrari  
Phone-Business Hours: (800) 336-3762  
Fax: (203) 453-3899  
E-mail: [cmc@eastriverenergy.com](mailto:cmc@eastriverenergy.com)  
After Hours Contact: Steve Sowka  
After Hours Phone: (800) 336-3762

#### Zone 7

Company: F.L. Roberts & Co., Inc.  
Address: 93 West Broad Street, Springfield, MA. 01102  
Contact: Lisa Allen  
Phone-Business Hours: (413) 736-9611  
Fax: (413) 736-9611  
E-mail: [lisa\\_allen@flroberts.com](mailto:lisa_allen@flroberts.com)  
After Hours Contact: Lisa Allen  
After Hours Phone: (413) 684-2354

## Summary of Where to Obtain Important Contract Information in COMMBUYS

This contract has been set up as a line item catalog in COMMBUYS with specific pricing for line items identified.

There are five vendors on this contract and each vendor has been assigned a unique Master Blanket Purchase Order (PO). Vendor(s) differential prices are located on the description for each line item identified with the Master Blanket Purchase Order.

### **How to place an order**

Contract Users should continue to place orders in the normal fashion by contacting the appropriate vendor. Orders should not be placed through COMMBUYS at this time. Prior to the implementation of COMMBUYS Phase II (MMARS interface) the contract user guide will be revised to provide any required guidance.

### **Where to find complete ENE34 contract information on COMMBUYS**

If full statewide contracts details are required please refer to ENE34 files listed under the Conversion [C126320-vCurrent](#) link. This link provides the entire detailed information as it relates to the statewide contract RFR, award information and specification

## Zone Listing

Zone 1-East Coast	Zone 2-Global	Zone 3-East Coast	Zone 4-Peterson	Zone 5-Global	Zone 5-Global	Zone 6-East River	Zone 7-FL Roberts	Zone 8-Global
ARLINGTON BELMONT BOSTON BRAINTREE BROOKLINE BURLINGTON CAMBRIDGE CANTON CHELSEA COHASSET DEDHAM DOVER EVERETT HINGHAM HOLBROOK HULL LEXINGTON LINCOLN MALDEN MEDFORD MELROSE MILTON NEEDHAM NEWTON NORWOOD QUINCY RANDOLPH REVERE SAUGUS SOMERVILLE STONEHAM WAKEFIELD WALTHAM WATERTOWN WELLESLEY WESTON WESTWOOD WEYMOUTH WILMINGTON WINCHESTER WINTHROP WOBURN	AMESBURY ANDOVER BEVERLY BOXFORD DANVERS DRACUT ESSEX GEORGETOWN GLOUCESTER GROVELAND HAMILTON HAVERHILL IPSWICH LAWRENCE LOWELL LYNN LYNNFIELD MANCHESTER MARBLEHEAD MERRIMAC METHUEN MIDDLETON NAHANT NEWBURY NEWBURYPORT NORTH ANDOVER NORTH READING PEABODY READING ROCKPORT ROWLEY SALEM SALISBURY SWAMPSCOTT TEWKSBURY TOPSFIELD WENHAM WEST NEWBURY	ABINGTON ACUSHNET ATTLEBORO AVON BERKLEY BRIDGEWATER BROCKTON CARVER DARTMOUTH DIGHTON DUXBURY EAST BRIDGEWATER EASTON FAIRHAVEN FALL RIVER FOXBOROUGH FREETOWN HALIFAX HANOVER HANSON KINGSTON LAKEVILLE MANSFIELD MARION MARSHFIELD MATTAPOISETT MEDFIELD MIDDLEBOROUGH NEW BEDFORD NORFOLK NORTH ATTLEBOROUGH NORTON NORWELL PEMBROKE PLAINVILLE PLYMOUTH PLYMPTON RAYNHAM REHOBOTH ROCHESTER ROCKLAND SCITUATE SEEKONK SHARON SOMERSET STOUGHTON SWANSEA TAUNTON WALPOLE WAREHAM WEST BRIDGEWATER WESTPORT WHITMAN WRENTHAM	BARNSTABLE BOURNE BREWSTER CHATHAM DENNIS EASTHAM FALMOUTH GOSNOLD HARWICH MASHPEE ORLEANS PROVINCETOWN SANDWICH TRURO WELLFLEET YARMOUTH	ACTON ASHLAND AUBURN AYER BARRE BEDFORD BELLINGHAM BERLIN BILLERICA BLACKSTONE BOLTON BOXBOROUGH BOYLSTON BROOKFIELD CARLISLE CHARLTON CHELMSFORD CLINTON CONCORD DOUGLAS DUDLEY DUNSTABLE EAST BROOKFIELD FRAMINGHAM FRANKLIN GRAFTON GROTON HARDWICK HARVARD HOLDEN HOLLISTON HOPEDALE HOPKINTON HUBBARDSTON HUDSON LANCASTER LEICESTER LITTLETON MARLBOROUGH MAYNARD MEDWAY MENDON MILFORD MILLBURY MILLIS MILLVILLE NATICK NEW BRAINTREE NORTH BROOKFIELD NORTHBOROUGH NORTHBRIDGE	OAKHAM OXFORD PAXTON PEPPERELL PETERSHAM PRINCETON RUTLAND SHERBORN SHIRLEY SHREWSBURY SOUTHBOROUGH SOUTHBRIDGE SPENCER STERLING STOW STURBRIDGE SUDBURY SUTTON TYNGSBOROUGH UPTON UXBRIDGE WARREN WAYLAND WEBSTER WEST BOYLSTON WEST BROOKFIELD WESTBOROUGH WESTFORD WORCESTER	ASHBURNHAM ASHBY ATHOL BERNARDSTON BUCKLAND CHARLEMONT COLRAIN DEERFIELD ERVING FITCHBURG GARDNER GILL GREENFIELD HAWLEY HEATH LEOMINSTER LEVERETT LEYDEN LUNENBURG MONTAGUE NEW SALEM NORTHFIELD ORANGE PELHAM PHILLIPSTON ROWE ROYALSTON SHELburne SHUTESBURY SUNDERLAND TEMPLETON TOWNSEND WARWICK WENDELL WESTMINSTER WINCHENDON	AGAWAM AMHERST ASHFIELD BELCHERTOWN BLANDFORD BRIMFIELD CHESTER CHESTERFIELD CHICOPEE CONWAY CUMMINGTON EAST LONGMEADOW EASTHAMPTON GOSHEN GRANBY GRANVILLE HADLEY HAMPDEN HATFIELD HOLLAND HOLYOKE HUNTINGTON LONGMEADOW LUDLOW MIDDLEFIELD MONSON MONTGOMERY NORTHAMPTON PALMER PLAINFIELD RUSSELL SOUTH HADLEY SOUTHAMPTON SOUTHWICK SPRINGFIELD TOLLAND WALES WARE WEST SPRINGFIELD WESTFIELD WESTHAMPTON WHATELY WILBRAHAM WILLIAMSBURG WORTHINGTON	ADAMS ALFORD BECKET CHESHIRE CLARKSBURG DALTON EGREMONT FLORIDA GREAT BARRINGTON HANCOCK HINSDALE LANESBOROUGH LEE LENOX MONROE MONTEREY MOUNT WASHINGTON NEW ASHFORD NEW MARLBOROUGH NORTH ADAMS OTIS PERU PITTSFIELD RICHMOND SANDISFIELD SAVOY SHEFFIELD STOCKBRIDGE TYRINGHAM WASHINGTON WEST STOCKBRIDGE WILLIAMSTOWN WINDSOR